

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS MEETING

February 1, 2001

1. CALL TO ORDER: President Joe Carlevaris called the meeting to order at 7:40 p.m. at the Granada Sanitary District Office, El Granada.

2. ROLL CALL: Attending were: President Joe Carlevaris, Vice-President Fran Pollard, Secretary Laura Stein, Treasurer Leonard Woren, and Board Member Leni Schultz.

Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Howard Hoffman, Administrator Gina Holmes, and Assistant Administrator Delia Comito.

GENERAL PUBLIC PARTICIPATION: There were no public speakers at this time.

CONSENT AGENDA:

1. Approval of meeting minutes for October 2, 2000: Woren pulled this item off of Consent Agenda.

4. Acceptance of November and December 2001 Financial Reports: Woren tabled this item until the next regular meeting.

2. Approval of warrants totaling \$352,620.24. 3. Report on changes to monthly Financial Report.

5. Acceptance of payment from Improvement Fund totaling \$3,119.64: Stein moved to approve these items. (Stein/Woren) 5-0

1. Approval of meeting minutes for October 2, 2000: Woren requested one correction and moved to approve the minutes as amended. (Woren/Stein) 5-0

ACTION AGENDA

6. Discuss/consider approval of District Counsel's Recommendation Regarding Sewer Permit Review to Protect Infrastructure Capacity for Conforming Parcels and to Assure SAM Development Permit Applications for Future Infrastructure Will Comply with Measure A: District Counsel Wittwer recommended that the presentation by counsel and staff and Public Comment proceed on agenda items 6, 7, and 8 concurrently. Wittwer reviewed his letter of opinion provided in the agenda packets, which included the recommendations of the ad hoc committee. He also gave some background on the County's issuance of building permits relating to nonconforming lots within the District, and its effect on build-out estimates. The Board discussed each of the recommendations in the conclusion of the opinion letter. The Board also noted that some minor modifications would need to be made to the proposed District Ordinance (Agenda item #7) and Resolution (Agenda item #8) prior to approval.

The Board asked for public input at this time regarding agenda items 6, 7, and 8. The

following members of the public asked questions of and/or made comments to the Board: William Katke, Warren Jones, and Barbara Mauz. The Board responded to the questions and comments of the public.

Counsel Wittwer suggested that the Board make a motion regarding the recommendations under Agenda item #6, and then reorder the Agenda to consider the resolution, Agenda item #8, before the ordinance, Agenda item #7, to which the Board agreed.

Stein moved to approve the eight recommendations of the ad hoc committee as listed in the Opinion Letter from District Counsel Jonathan Wittwer dated January 26, 2001. (Stein/Woren) 5-0

8. Discuss/consider approving a Resolution Amending Resolution No. 2000-004 Delegating to District Administrator Authority to Issue Class 1 and Class 2 Sewer Permits by Excluding from that Delegation Sewer Permits for Nonconforming or Antiquated Parcels: Wittwer reviewed the amendments and wording changes to be made on the resolution as requested by the Board. After considerable Board discussion, **Stein moved to approve the Resolution as amended. (Resolution No. 2001-001) (Stein/Pollard) 5-0**

7. Discuss/consider approving an Ordinance Amending Section 602(03)(B) Clarifying the Authority of the District Board to Deny an Application for a Sewer Permit for a Nonconforming or Antiquated Parcel Where the District Lacks Sufficient Approved Improvements to Eliminate Wet Weather Sewage Overflows or Where the District's Ability to Serve a Conforming Parcel in the Future Would Be Adversely Affected, and Amending Section 603(c) to Establish a Variance Procedure for a Sewer Permit on a Nonconforming Parcel: Wittwer reviewed the amendments and wording changes to be made on the Ordinance now under consideration. **Stein moved to approve the Ordinance as amended. (Ordinance No. 139) (Stein/Pollard) 5-0**

Counsel pointed out that a "blank" in the Ordinance pertaining to the number of variances to be granted needed to be filled in. **Woren moved to reconsider the previously adopted Ordinance. (Woren/Stein) 5-0**

Stein moved to re-approve Ordinance No. 139, which was amended to include issuance of not more than one variance per six-month period. (Stein/Schultz) 5-0

At 10:15 p.m. **Pollard moved to extend the meeting to 10:45 p.m. (Pollard/Stein) 5-0**

As an addendum to consideration of the Ordinance, **Stein moved to direct the Measure "A" Committee to contact: 1) the City of Half Moon Bay regarding any action being taken, if any, regarding permits being issued to nonconforming parcels, and 2) the County of San Mateo regarding the status of issuance of caretaker's unit permits, WHICH WOULD BE DONE BY MID-MARCH. (Stein/Schultz) 5-0**

9. Discuss/consider revising sewer connection fee for 2001-02: The Board unanimously agreed to table this item until the next regular Board meeting.

10. Discuss/consider setting meeting date for Budget and Finance Committee's District 2000/2001 mid-year budget review: Following extended discussion, it was determined that Director Woren would attend one additional Budget & Finance Committee meeting

and then the Board would agendaize appointing a new committee member to replace him. The mid-year budget review meeting date would be set by the Committee Members sometime within the next week.

11. DIRECTORS' COMMENTS: Woren report on the January 22, 2001 Sewer Authority Mid-Coastside meeting. Stein requested agendaizing consideration of a policy on what issues addressed at SAM meetings would be brought before the Board by the SAM representative. Stein also requested a report from the SAM representatives regarding possible changes to the Joint Powers Agreement.

INFORMATION CALENDAR:

12. Administrator's update on District's Land and Facilities Request for Proposal: An update on this item was provided in the agenda packet.

13. Report on disbursement calculations to District from Improvement Fund: An update on this item was provided in the agenda packet.

14. Engineer's Report on status of 1999-2000-1 Capital Improvement Project: This item was tabled.

15. Attorney's Report: None

At 10:50 p.m. Stein moved to extend the meeting for the purpose of discussing Agenda item 16: Future Agenda Items. (Stein/Pollard) 5-0

16. SET FUTURE AGENDA: The Board discussed items to be placed on the Agenda for the February 15, 2001 Board of Directors meeting. At 10:55 p.m. and during this discussion, Director Schultz left the meeting.

ADJOURNMENT: Pollard moved to adjourn the meeting at 10:57 p.m. (Pollard/Stein) 4-0

DATED: April 19, 2001

Submitted by:

Approved by:

DELIA COMITO, Assistant Administrator

LEONARD WOREN, Board Secretary